



APPROVED JULY 21, 2005

IGIC Meeting Minutes May 19, 2005

Location:

May 19, 2005 1:00 pm – 4:00 pm
Indiana State Library
140 N. Senate Avenue, Room 401
Indianapolis, IN 46204

Introductions

Alex Wernher, IGIC President, called the meeting to order at 1:10. A quorum was achieved. Everyone introduced themselves. Attendees are listed at end of document.

Approval of Agenda

After review of the agenda, it was approved by consent as submitted.

Approval of Minutes

A motion to approve the March IGIC Business Meeting minutes with typo corrections was seconded and passed.

October 2004 minutes will be submitted for approval at July meeting.

Financials

Jeff Corns, treasurer, gave a report on IGIC's accounting practices. The organization has purchased a subscription to QuickBooks online. Jennifer Dubeansky, IGIC office manager, has entered all of IGIC's historical financial transactions into the system. Jeff thanked Jenny for her efforts.

Full-access user accounts have been set up for the president, treasurer and Jenny. An additional "board member" account has been set up. It allows all board members, with username and password distributed at the meeting, to view and customize reports. Jeff gave a demonstration showing how to pull up a Profit and Loss Report and Balance Sheet, which were also distributed to board members. Jenny requested that board members please not change the password.

Jeff and Alex both commented on how much the new system will help with financial reviews, tax preparation (both of which are in progress) and officer transitions. Being

able to pull up a report will take minutes, as opposed to hours. This is a big step for the organization. A motion to approve the financials was seconded and passed.

Unfinished Business

Orthophotography Project

The project is moving along nicely. Jill thanked Jim Stout and the IMAGIS group for their expert handling of the project management, and Earthdata for continuing to move the project forward. Despite the early spring this year, flight acquisition was completed - nearly two weeks ahead of schedule.

The RFP for the QA/QC contract was released, and proposals have been received. The workgroup is currently reviewing those submissions. The selection process should be wrapped up soon (at least by the time we start getting the imagery). Roger Keolpin and the other members of the workgroup were thanked for the long, hard hours of work they've put in. Their dedication is appreciated. Jill emphasized how satisfying it has been working on this project. We've set a great precedent for cooperation which we can carry over into future initiatives and projects.

CTASC Contract

IGIC is nearing the end of both the period (February 2006) and funding for this contract. The efforts associated with SB493, and the new Homeland Security director's opposition to it, strained relations with the agency. The relationship is still sound, though. A byproduct of the long, sometimes difficult legislation process has been exposure for both GIS and IGIC. The result is that HS is now educated and ready to fully incorporate GIS into daily practices. Jill has been meeting regularly with Director Eric Deitz and HS senior staff to mend fences and move forward. They have been receptive, and it is going well.

HS prefers not to extend the existing CTASC contract, but develop a new one instead. Jill is working with the Executive Committee developing a substantially revised scope. IGIC's role will be in keeping with the organization's core competencies - framework data - and apply that to HS needs. Education and outreach will be a much larger component. There will also be a more specific role for IGIC regarding the orthos project.

Strategic Planning

The strategic planning sessions over the past year have assumed the existence of a State GIS Office. With the defeat of SB493, we need to rethink IGIC's role(s). To take advantage of the momentum we've built up through the orthos and other projects, we need to act soon. The question is, where do we want to go?

Based on the GIS Technology Strategy, the IndianaMap plan and the results of February's planning session, Jill drafted a Strategic Plan and a Business Plan. The

mission, vision, philosophy and high-level goals for IGIC were discussed. See attached Strategic Plan for details. Jill will send the drafts to the board listserv for further discussion. Keep in mind that some items are strawmen, and should be viewed as a jumping off point for the discussion. The goal is to have these documents completed by the end of the second quarter.

Legislation

At Jim Stout's suggestion, Senator Ford gave a synopsis of activities during the last legislative session, and the attempt to create a GIS Office. Things were going well until about ¾ of the way through the session, at which point Eric Deitz, the new HS director, raised objections based on misunderstandings over data security and accountability. Despite efforts to persuade the governor's office and Mr. Dietz, both were opposed to the bill. Representative Ruppel, the bill's sponsor in the House, did not believe the bill would be signed by the Governor, even if it passed the legislature (which it almost certainly would have). Consequently Rep. Ruppel did not sign the bill out of committee, where it died.

Several board members expressed gratitude to Senator Ford for the massive effort he put forth attempting to get this bill passed. His dedication to furthering GIS has been greatly appreciated by the entire organization.

Senator Ford was optimistic about the chances of getting the bill passed next year, noting that rarely does a bill including new technology go through on the first attempt - it's always a battle. Our goal now is outreach. Specifically, we need to reach the kids. Show them how to use GIS, get them excited, and they will share it with their parents. We also need to reach those who opposed the bill and get them onboard: show them the benefits, address their concerns about security and accountability, and help them visualize the possibilities.

New Business

Grant - EPA Future Technology

Jill is working to partner with IBRC, the State Library and several IUPUI groups on an application for EPA funding. The grant focuses on giving exposure to new technology. Our proposal will include getting 10-15 Johnny boxes out in libraries around the state, and incorporating datasets. Part of the grant will support IU Bloomington and getting the data up on a server. We are applying for \$450,000 over a three-year period. This is a very competitive grant, with only two awarded. Even if we don't get it, the process will yield a plan for building multi-jurisdictional datasets which we can take to other funding sources. The application is due at the end of May.

Grant - FGDC CAP

This year's FGDC CAP grants fall into four categories, and we plan to respond in two of them. Most exciting is the prospect of getting funding for business

planning. NSGIC was instrumental in getting this option included. We hope to fund coordination efforts to build access to framework data.

Grant - Community Development Action Grant

Lisa Gehlhausen brought this grant to Jill's attention. We plan to apply for funding to go toward administrative staffing. Applications are due in August.

Grant - Potential Opportunities

Shaun Scholer mentioned a grant he found through ESRI (though not an ESRI grant). He will forward it on to Jill. Jill encouraged anyone who has grant information to pass it along to her.

Jim Stout will send Jill details on a Department of Labor grant for training in emerging technologies. IGIC would not be eligible, but could offer letters of support. 75 awards of \$750,000 to \$2 million will be given to any state-funded institution that provides at least an associates degree. ISU and Vincennes are planning to apply.

Policies and Board Member Handbook

Discussion of contracting and travel policies. The language regarding Executive Committee approval of contracts over \$50,000 was clarified. Jim Stout motioned to accept policies with changes, Larry Stout seconded and the motion was passed. Both will go into effect immediately.

The handbook will be unofficially followed until the annual business meeting, when it will formally be voted on. Jerry King suggested it be tied to the annual meeting, to be reviewed and approved each year. Revisions will continue on the current draft as needed. Specifically, the section on membership rotation will be expanded. The Executive Committee will also need to address the Secretary's position, permanently held by the State GIS Coordinator, a job which has now been eliminated by the state.

Request for Qualifications

IGIC will be releasing a Request for Qualifications to GIS vendors in early summer. Vendors will be asked to respond with project descriptions and references in a number of broad categories. The goal is to develop a Vendor List of qualified companies. Using this list will protect IGIC's credibility and reputation as fair and unbiased by codifying fair business practices. Due diligence will be performed on each respondent, with the list being updated quarterly. Statements of Qualifications will be accepted on an ongoing basis and will be valid for 2 years.

Jim Stout asked if Executive Committee minutes were being distributed to the board. It was determined that they should be, beginning with last month's. Jenny will email April's, and in future will post them to the website and email a link to board members.

Library Agreement

Jill is working to formalize our relationship with the State Library. They want to continue to provide IGIC office space at no cost. Options include signing an MOU or partnering with them on the IndianaMap. The Library wants to be sensitive to the governor's office - they want to avoid giving the impression that they are trying to circumvent the failure of SB160 by signing anything directly with IGIC.

Our options for improving relations with the governor's office include pursuing a proclamation supporting IGIC (the current proclamation did not transfer between administrations), signing an MOU with the State or being appointed as the State Board of Geographic Names. Any one of these would facilitate an agreement with the Library. Jill is open to suggestions on approaching the governor's office. We may want to explore going through the lieutenant governor.

Committee Reports

We've decided to send committee reports out for review prior to meetings, and discuss issues or highlights at the meetings.

Conference Committee

Results from the conference attendee online survey have been collated. Jill wanted to point out how diverse the sector participation is, and how high it is for local government (contrary to previously held beliefs). We also received high marks on overall impression. Jim Stout noted that we could improve participation by public safety and students, targeting them for outreach.

IGC produces a map of attendees each year, based on zip code. This year's map will be distributed and posted to the website when complete.

Revamp Committees

Larry Stout moved that we dissolve the Networking, Communications and Web Development Committees (all of which are effectively defunct) and officially add the Legislative, Framework and Election Committees. The Framework Committee will act as an umbrella for the existing framework layer workgroups. Jerry King volunteered to chair the Elections Committee, working with Jill. It will focus on running the annual board member election, increasing board participation and standardizing rotation schedules. Roger Koelpin seconded and the motion passed.

Jim Stout suggested looking at wireless communications, possibly as a new committee or maybe as part of Standards committee. The idea was tabled until the next meeting.

New Business

The position of State GIS Coordinator, currently held by Roger Koelpin, will be eliminated as of July 1, 2005. The Executive Committee will address what this means for the Secretary position at their next meeting.

EJ McNaughton gave a brief update on the State's GIS Center for Excellence being developed to serve internal customers. It will not centralize GIS activities, except possibly for some coordination. It aims to bring into alignment common assets and leverage skill sets - taking advantage of what already exists. All servers will be consolidated, stewardship of datasets assigned and a common area created for state agencies to use. IOT, HS and the governor's office have been following the progress. It was suggested that they form State GIS Committee - EJ to bring it up at the State.

Alex Wernher announced the launch of Allen County's GIS website, and encouraged everyone to visit www.acimap.us

Charley Hickman suggested engaging Linda Zellmer as a possible speaker at the next INGISI meeting. She is a librarian at IU Bloomington, a member of the FGDC Homeland Security Committee, and an excellent speaker.

There was discussion of setting up a roundtable to include Indiana's HS staff, Linda Zellner, Carol Rogers of the IBRC and Calvin Kelly of the Department of Local Government Finance.

Betty Kiechle brought up SB327, a bill which requires all counties use the same assessing software. Roger explained the scope is a lot greyer than it sounds. The bill calls for researching and planning (and possibly selecting) software. It does not specifically mandate that all counties begin using X software on X date.

4:00 - Meeting Adjourned

Attendees

Board Members

Jeff	Corns	The Schneider Corporation
Charley	Hickman	US Geological Survey
Bill	Holder	Indiana County Surveyors Association
Jerry	King	Indianapolis Power & Light
Roger	Koelpin	Information Technology Oversight Commission
David	Lewis	IUPUI University Library
E.J.	McNaughton	Indiana Department of Environmental Management
Cliff	Ong	Krieg Devault
Kent	Park	EarthData International
Anna	Radue	Indiana University
Shaun	Scholer	City of Richmond / Wayne County GIS Interlocal
Jim	Stout	IMAGIS
Larry	Stout	Hamilton County
John	Thomas	City of Lafayette
Alex	Wernher	Allen County

Proxies

Steve	Adams	Cinergy (for George Toft)
Chris	Waldron	Indiana State Department of Health (for Ed Lutz)
Christina	Stevens	Military Department of Indiana (for Jere Riggs)

Guests

Brian	Berdanier	The Schneider Corporation
Dave	Coates	The Polis Center
Senator	Ford	Indiana General Assembly
Betty	Kiechle	Lake County Surveyor
Jim	Sparks	Paul I. Cripe
Bob	Wilkinson	Indiana Department of Natural Resources

IGIC

Jennifer	Dubeansky	Office Manager
Jill	Saligoe-Simmel	Executive Director